MT EWS (Montana)

May 2015

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Report Criteria | Generating the EWS Extract | Report Layout | Required Data Setup

PATH: *MT State Reporting > MT EWS*

The Early Warning System (EWS) Report details attendance, behavior and grade data for use in providing Montana OPI with data for import into the Early Warning System.

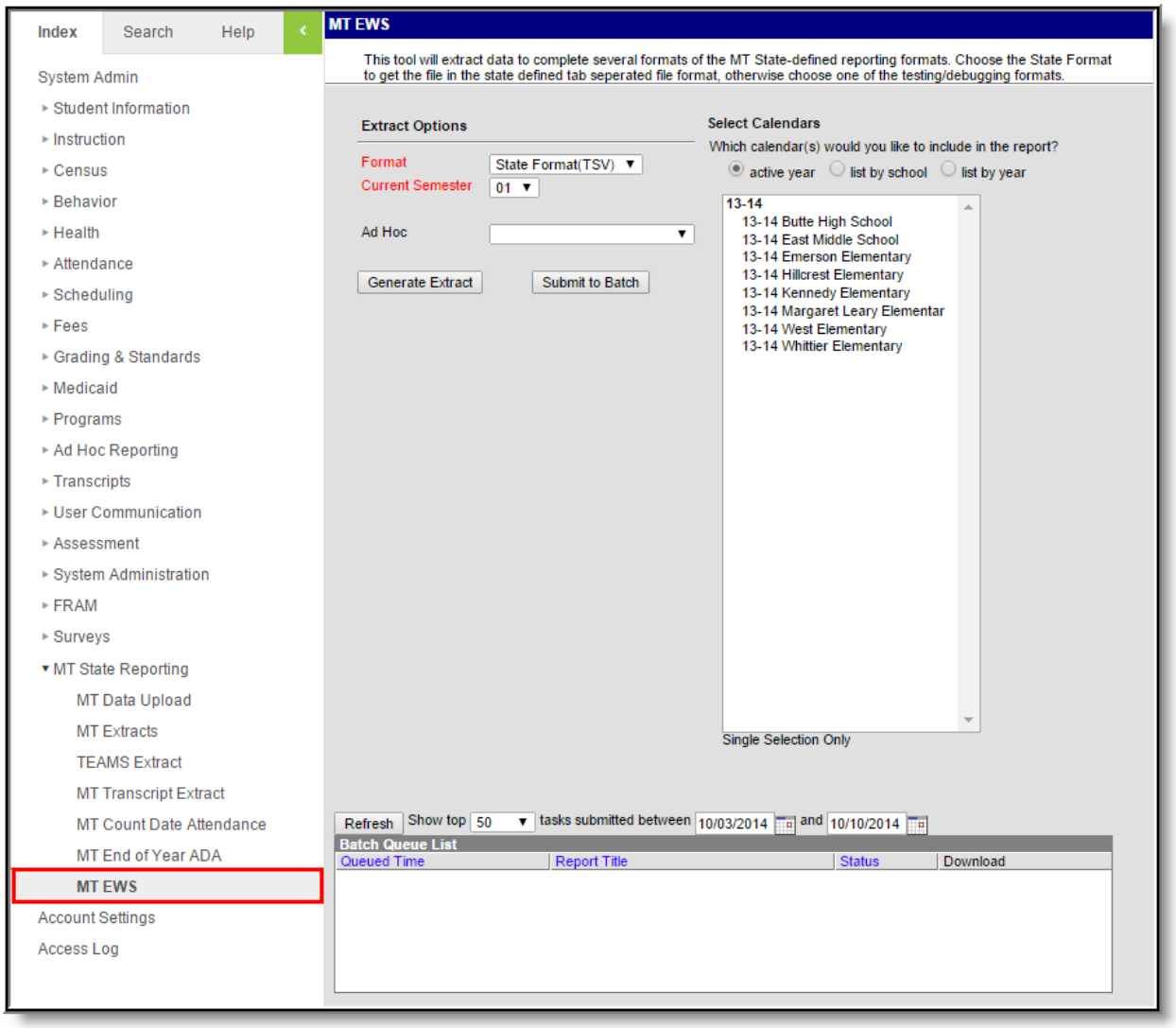

Image 1: MT EWS Extract Editor

Report Criteria

Only students meeting the following criteria are included in the report:

- A student must have a primary enrollment record in the selected calendar as of the date the report was generated.
- The student's enrollment record must be tied to a state grade of 06-12.

- If a student has two primary enrollments, the student is reported twice, once for each enrollment in order to correctly report the attendance rate.
- Students enrolled in a state excluded calendar or grade level, or who have an enrollment record marked State Exclude or No Show are not reported.

Generating the EWS Extract

1. Select which **Calendar** will report data within the extract.
2. Select the report **Format**.
3. Select the **Current Semester**.
4. Select an **Ad Hoc Filter** (optional).
5. Select how the report will be generated:

Generate Report	The report will generate immediately and display in a new window in the designated format.
Submit to Batch	The report can be scheduled for when it generates and will be sent to the Batch Queue tool

MT EWS Records:1288

State Student ID	LastName	FirstName	Att Rate	Prev Term F	Prev Term A	Behavior Events 120 Days	OOS Suspension Events 3yrs	Creditsyear	On Track	60 Day Absences	90Day Absences
100000000		Kyle	0.00					12.000	N		
200000000		Leigha	0.00					35.000	N		
300000000		Katelyn	0.00					1.000	Y		
400000000		Kendall	0.00					37.000	Y		
500000000		McKenna	0.00					12.000	N		
600000000		Mikaela	0.00					35.000	N		

Image 2: Example of the EWS Extract - HTML Format

Report Layout

Data Element	Description	Format	Campus Database	Campus Interface
State Student ID	The student's state ID.	Numeric	Person. studentStateID	Census > People > Demographics > Student State ID
Last Name	The student's last name. Last Name only appears in the HTML version of this report.	Alphanumeric	Identity. lastName	Census > People > Demographics > Last Name
First Name	The student's first name. First Name only appears in the HTML version of this report.	Alphanumeric	Identity. firstName	Census > People > Demographics > First Name
Grade Level	The student's grade level. Only reports in the HTML report format.	Alphanumeric	Enrollment. gradeLevel	Student Information > General > Enrollment > Grade Level
Enrollment Start Date	The start date of the student's enrollment record.	Date	Enrollment. startDate	Student Information > General > Enrollment > Start Date
Enrollment End Date	The end date of the student's enrollment record.	Date	Enrollment. endDate	Student Information > General > Enrollment > End Date

Att Rate	The student's attendance rate. Logic finds the number of instructional and attendance days the student is enrolled for the selected calendar (from enrollment start date to the date the report is generated). Logic then finds the number of days the student was absent during this time period. The following calculation is used to find the Attendance Rate: • Days Enrolled - Days Absent = Days Present • Days Present / Days Enrolled = Attendance Rate If the attendance rate quotient is greater than 1.00000 for a day, a value of 1.00000 is used when calculating the attendance rate using that day. If the report is generated prior to the first instructional day of the selected calendar, the attendance rate is calculated based on the latest enrollment record from the previous year (if one exists for the student in the district). See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.	Numeric	Not dynamically stored	No Specific Path

Prev Term F	The number of F grades the student had in the previous term. The following logic is used to identify and report the student's previous term F grades: • Logic looks at the calendar and identifies the current term. • If the report date does not fall within the current term, the closest future term within the selected calendar is used. • Logic determines which term is directly prior to the current term. • If the prior term falls within -1 year, the student's enrollment record during that year is identified. • Logic then looks at the calendar tied to the identified enrollment record. • Logic looks at the student's Grades tab within the calendar and looks at all grades tied to a grading task marked as State Reported and is tied to a state grade level of F. • Logic then reports the number of grade levels = F. If the student has no F grades, a value of 0 is reported. See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.	Numeric	Not dynamically stored	Student Information > General > Grades

Prev Term A	The number of A grades the student had in the previous term. The following logic is used to identify and report the student's previous term A grades: • Logic looks at the calendar and identifies the current term. • If the report date does not fall within the current term, the closest future term within the selected calendar is used. • Logic determines which term is directly prior to the current term. • If the prior term falls within -1 year, the student's enrollment record during that year is identified. • Logic then looks at the calendar tied to the identified enrollment record. • Logic looks at the student's Grades tab within the calendar and looks at all grades tied to a grading task marked as State Reported and is tied to a state grade level of A. • Logic then reports the number of grade levels = A. If the student has no A grades, a value of 0 is reported. See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.	Numeric	Not dynamically stored	Student Information > General > Grades
Behavior Event 120 Days	The number of behavior events the student is tied to for the past 120 calendar days (this includes weekends, holidays, etc). Logic finds the number of behavior events where the student has a role of Offender in the past 120 calendar days. If null, a value of 000 is reported. See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.	Numeric	Not dynamically stored	Student Information > General > Behavior

OOS Suspension Events 3yrs	The number of behavior resolutions that are tied to the student that have a resolution of Out of School Suspension. Logic finds the number of behavior resolutions tied to the student that have a Resolution Type mapped to a state type of Suspension, Out of School, Alt Setting or Out of School with no services and these resolutions occurred in the past 3 years. See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.	Numeric	Not dynamically stored	Student Information > General > Behavior
Credits Per Year	The number of high school credits the student is earning per cohort year.	Numeric	Not dynamically stored	Student Information > General > Transcript > High School Credit

If semester 1 is selected, the following calculation is used:

Credits / (3-([CohortYearNCLB] - selected calendar end year))

1. Logic finds the number of transcript entries that are marked with High School and finds the sum of credits the student has earned as of the date of report generation.
2. Logic then finds the NCLB Cohort Year and subtracts this by the selected calendar's end year.
3. 3 is then deducted from the value found in Step 2.
4. The number of credits is then divided by the number found in Step 3.

If no transcript entries in the active year exist with the high school box marked, a null value is reported.

If no cohort year is assigned, a null value is reported.

For example, if a student's last transcript entry is in 2014-2015 school year, the selected calendar in extract editor is 2014-2015 and the student's cohort year is 2016. This student has completed 2 years of high school and is in their first semester of their 3rd year. Student has earned a total of 12 credits.

1. 12 credits
2. 2016 - 2015 = 1
3. 3-1 = 2
4. 12 / 2 = 6

So the student's credits per year is 6.

If semester 2 is selected, the following calculation is used:

Credits / (3-([CohortYearNCLB] - selected calendar end year - 0.5))

1. Logic finds the number of transcript entries that are marked with High School and finds the sum of credits the student has earned as of the date of report generation.
2. Logic then finds the NCLB Cohort Year and subtracts this by the selected calendar's end year.
3. This value is then subtracted by 0.5.
4. 3 is then subtracted from the end value in Step 3.
5. The number of credits is then divided by the total in Step 4.

If no transcript entries in the active year exist with the high school box marked, a null value is reported.

If no cohort year is assigned, a null value is reported.

For example, if a student's last transcript entry is in 2014-2015 school year, the selected calendar in extract editor is 2014-2015 and the student's cohort year is 2016. This student has completed 2 years of high school and is in their second semester of their 3rd year. Student has earned a total of 12 credits.

1. 12 credits
2. 2016 - 2015 = 1
3. 1 - 0.5 = 0.5
4. 3 - 0.5 = 2.5
5. 12 / 2.5 = 4.8

So the student's credits per year is 4.8.

> See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.

On Track	Indicates if the student is on track to graduate. The following logic is used to report student On Track data: • If a student's enrollment record is tied to a State Grade Level of 09 and Semester 01 is selected in the extract editor, a value of Y is reported. • Logic looks at the student's active academic plan to find the number of credits required to graduate and divides this number by 4. • If the value in Credits Per Year is equal to or greater than the quotient or if Credits Per Year is null, a value of Y is reported. • If the value in Credits Per Year is less than the quotient, a value of N is reported. • If the student is not assigned an academic plan, a value of Y is reported. See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.	Alpha	Not dynamically stored	No Specific Path

60 Day Absences	The number of absences during the last 60 calendar days. If the attendance rate quotient is greater than 1.00000 for a day, a value of 1.00000 is used when calculating the student's absence for that day. If the past 60 days spans multiple school years and the student has a primary enrollment within the district in both school years, logic will determine the last 60 instructional/attendance days from the date the report was generated. If the past 60 days spans multiple school years, logic determines the prior 60 calendar days by using the system date and counting back the number of calendar days to the first instructional day in the selected calendar and then going to the previous year's calendar and counting back from the max attendance/instructional date for that calendar. See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.	Numeric	Not dynamically stored	Student Information > General > Attendance

90 Day Absences	The number of absences during the last 90 calendar days. If the attendance rate quotient is greater than 1.00000 for a day, a value of 1.00000 is used when calculating the student's absence for that day. If the past 90 days spans multiple school years and the student has a primary enrollment within the district in both school years, logic will determine the last 90 instructional/attendance days from the date the report was generated. If the past 90 days spans multiple school years, logic determines the prior 90 calendar days by using the system date and counting back the number of calendar days to the first instructional day in the selected calendar and then going to the previous year's calendar and counting back from the max attendance/instructional date for that calendar. See the Required Data Setup section for more information about where to populate fields in Campus used in calculations mentioned above.	Numeric	Not dynamically stored	Student Information > General > Attendance

Required Data Setup

The following sections describe where data is set up and pulled from to populate each of the following fields:

- Behavior Events 120 Days
- OSS Suspension Events 3 Years
- Attendance Rate
- Previous Term F
- Previous Term A
- Credits Per Year
- On Track
- 60 Day Absences
- 90 Day Absences

Behavior Events 120 Days

PATH: *Behavior > Behavior Management > Add Event > Event and Participation Details > Role*

PATH: *Student Information > General > Behavior > Role*

This field reports the number of behavior events the student is tied to for the past 120 calendar days (this includes weekends, holidays, etc). Logic finds the number of behavior events where the student has a role of Offender in the past 120 calendar days. If null, a value of 000 is reported.

The image below shows a user adding a behavior event for a student with a Role of Offender (Image 1).

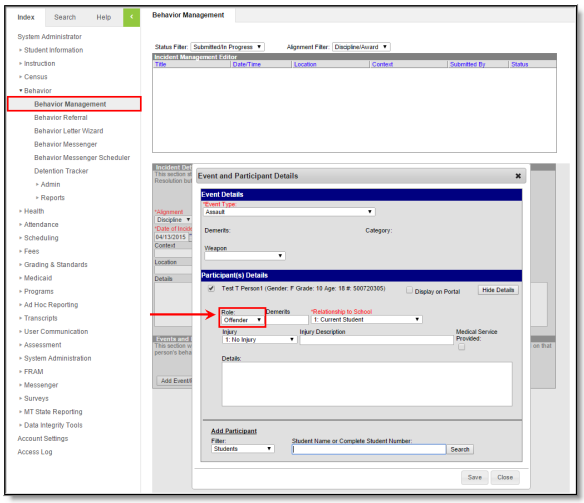

Image 1: Setting the Role of Offender on a Behavior Event

You can view a student's behavior events and their assigned Role via the Behavior tab (see Image 2).

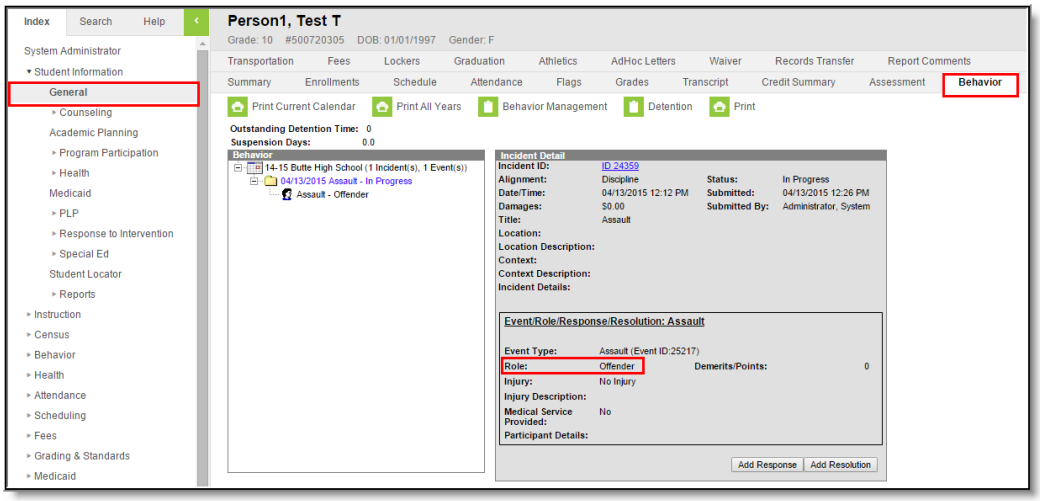

Image 2: Example of a Student's Behavior Event Report Showing a Role of Offender

OSS Suspension Events 3 Years

PATH: *Behavior > Admin > Resolution Types > State Resolution Code*

PATH: *Student Information > General > Behavior > Resolution Type, State Code*

PATH: *Behavior > Behavior Management > Add Resolution > Resolution Type*

This field reports the number of behavior resolutions that are tied to the student that have a resolution of Out of School Suspension.

Logic finds the number of behavior resolutions tied to the student that have a Resolution Type mapped to a state type of Suspension, Out of School, Alt Setting or Out of School with no services and these resolutions occurred in the past 3 years.

In order for resolutions to report values for this field, resolution types must be mapped to State Resolution Codes via the Resolution Types tool. In the image below (Image 3), a user is setting a resolution of Out of School Suspension - 3 Days to have a State Resolution Code (Mapping) value. For reporting in this field, the **State Resolution Code (Mapping)** value must be set to *Suspension, out of school, alt setting*, or *Suspension, out-of-school, without services* (Image 3).

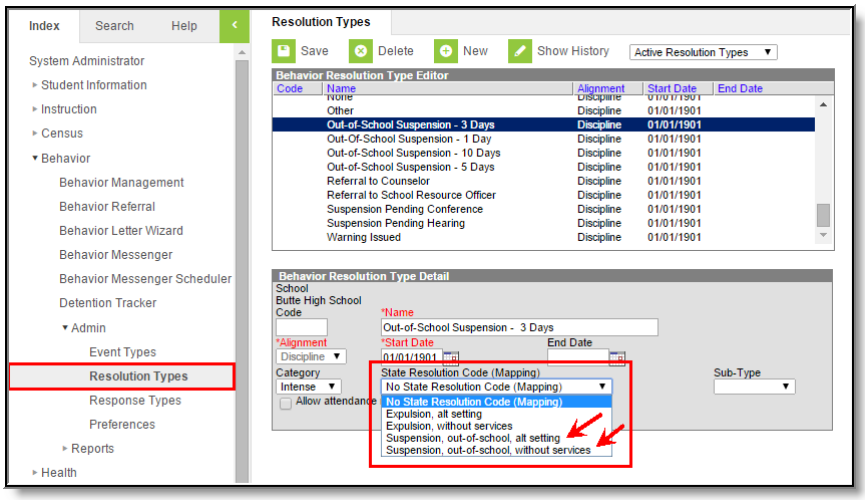

Image 3: Establishing State Resolution Code (Mapping) Values for Resolution Types

Once State Resolution Code (Mapping) values have been set for Resolution Types, the field will report any student who has a Behavior Resolution in the last 3 years with a Resolution Type mapped to either *Suspension, out of school, alt setting*, or *Suspension, out-of-school, without services* (for example in Image 4).

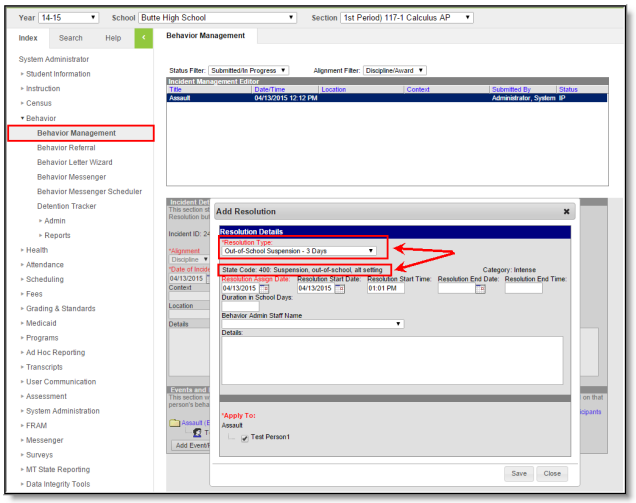

Image 4: Example of a Reported Behavior Resolution

You can view a student's behavior events and their assigned Resolution Types and corresponding State Codes via the Behavior tab (see Image 5).

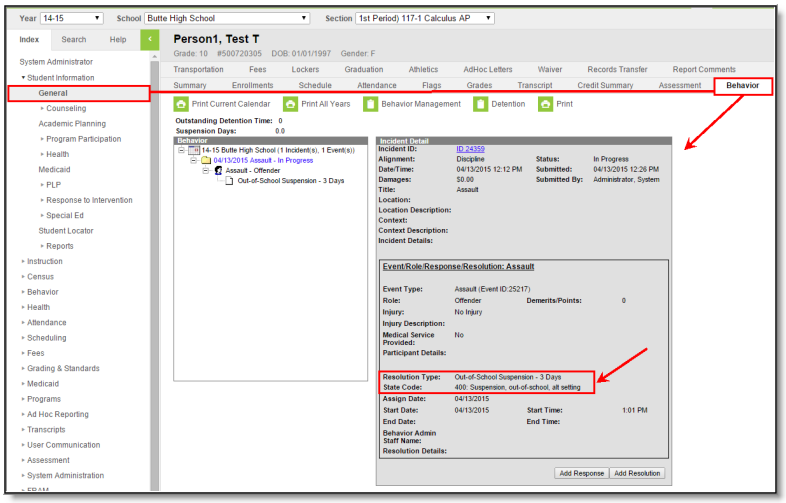

Image 5: Viewing a Student's Behavior Resolution Type and State Code

Attendance Rate

PATH: *System Administration > Calendar > Calendar > Grad Levels > Standard Day*

PATH: *System Administration > Calendar > Calendar > Calendar > Student Day*

Logic finds the total number of minutes the student is marked absent, minus any lunch time, minus any present minutes counted and then divided by the grade level standard day (if present), the calendar student day (if present) or 360.0.

The image below describes where Standard Day is set for each grade level (Image 6).

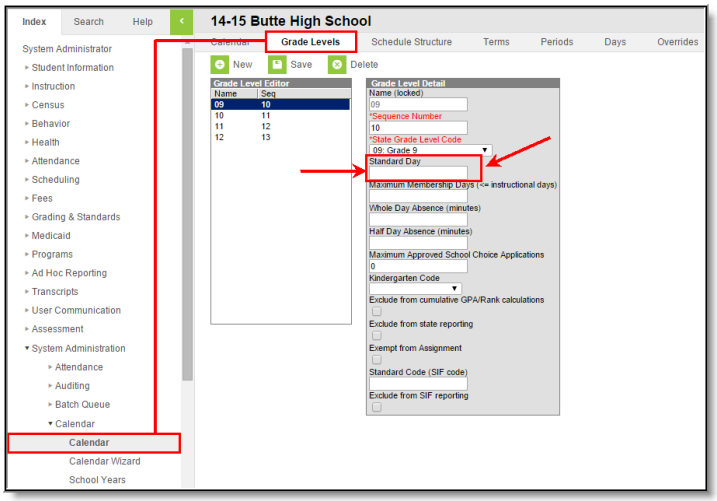

Image 6: Grade Level Standard Day

The image below describes where the calendar Student Day is set (Image 7).

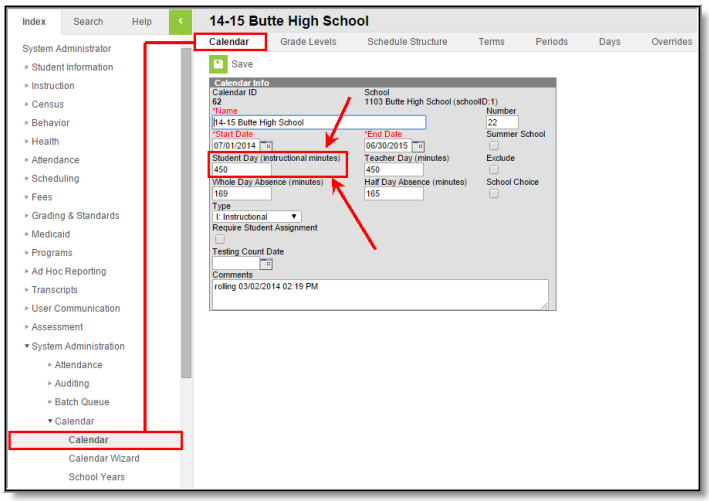

Image 7: Calendar Student Day

Previous Term F

PATH: *Grading and Standards > Grading Tasks > State Reported*

PATH: *Grading and Standards > Score Groups & Rubrics > State Score*

PATH: *Student Information > General > Grades*

This field reports the number of F grades the student had in the previous term.

Logic looks at enrollment start and end date and if end date is null or after final term start date, logic then looks at the Grades tab and finds the sum of all grades that are tied to a grading task marked as State Reported and tied to a State Grade of F.

The image below describes how a grading task is marked as **State Reported** (Image 8).

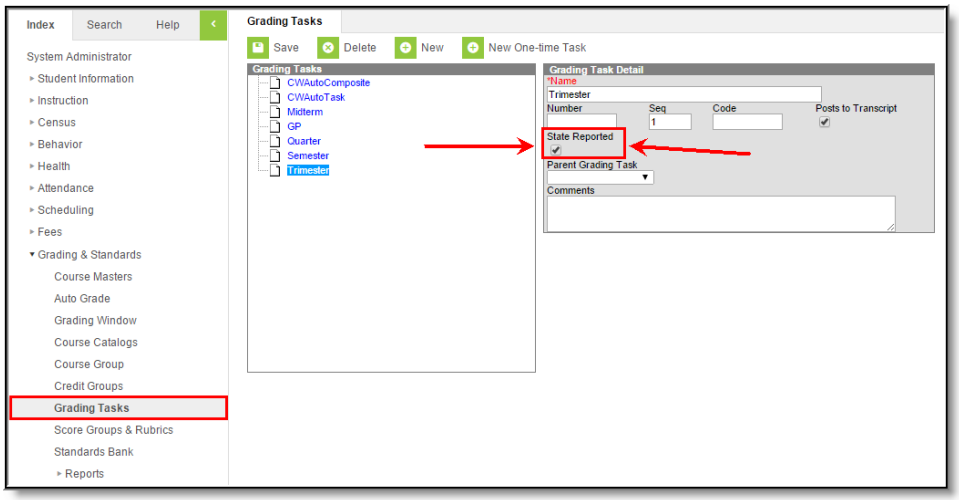

Image 8: Example of a Grading Task being set as State Reported

The image below describes how a score is mapped to a State Score within a score group (Image 9). This score group (and mapped score) must then be used when grading the student for the F grade to properly report.

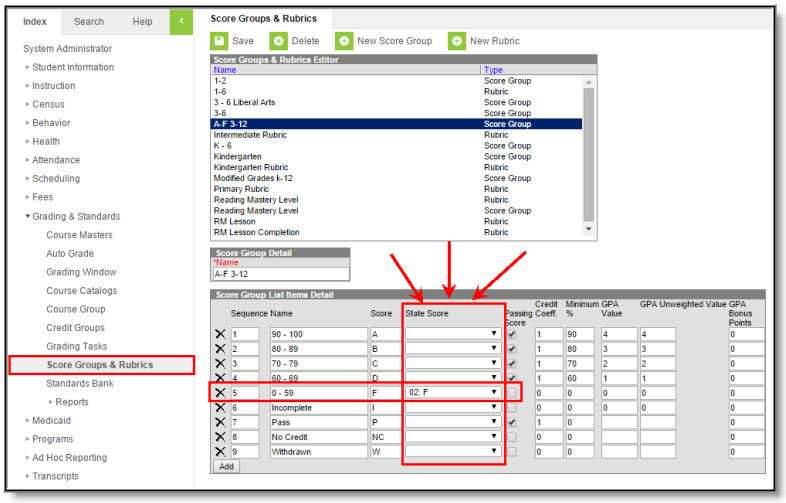

Image 9: Setting a State Score Grade Values

The image below shows a view of a student's grades for grading tasks within a class (Image 10).

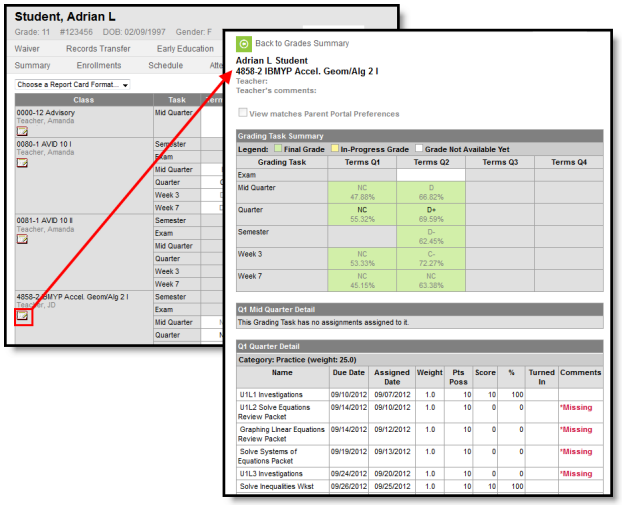

Image 10: Viewing a Student's Grading Task Grades

Previous Term A

PATH: *Grading and Standards > Grading Tasks > State Reported*

PATH: *Grading and Standards > Score Groups & Rubrics > State Score*

PATH: *Student Information > General > Grades*

This field reports the number of A grades the student had in the previous term.

Logic looks at enrollment start and end date and if end date is null or after final term start date, logic then looks at the Grades tab and finds the sum of all grades that are tied to a grading task marked as State Reported and tied to a State Grade of A.

The image below describes how a grading task is marked as **State Reported** (Image 11).

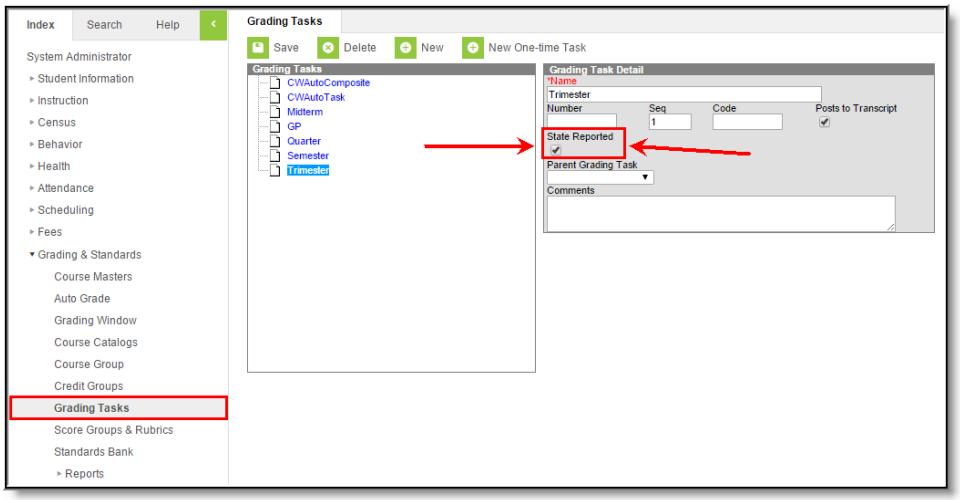

Image 11: Example of a Grading Task being set as State Reported

The image below describes how a score is mapped to a State Score within a score group (Image 12). This score group (and mapped score) must then be used when grading the student for the A grade to properly report.

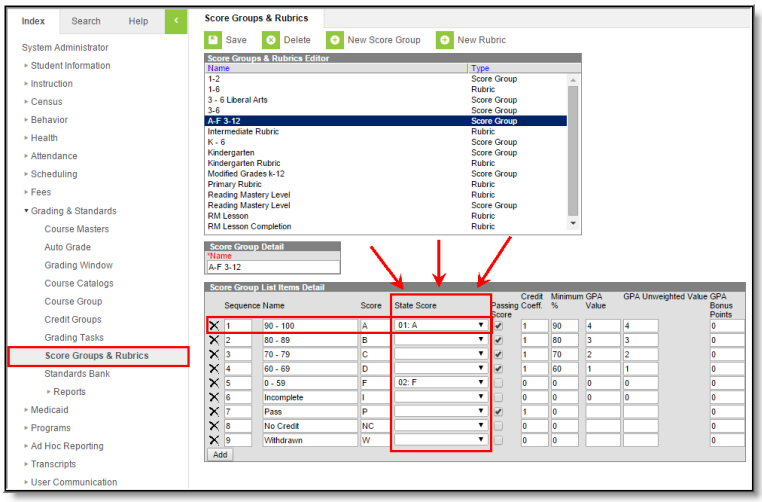

Image 12: Setting a State Score Grade Values

The image below shows a view of a student's grades for grading tasks within a class (Image 13).

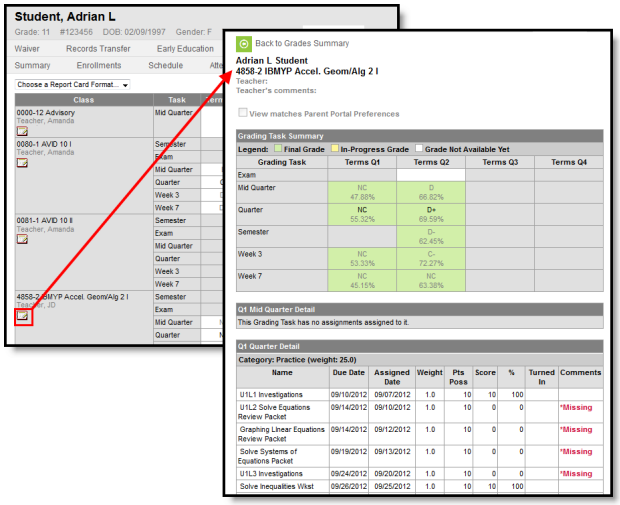

Image 13: Viewing a Student's Grading Task Grades

Credits Per Year

PATH: *Scheduling > Courses > Course > High School Credit*

PATH: *Student Information > General > Graduation > NCLB Cohort Year*

This field reports the number of high school credits the student is earning per cohort year.

Logic for this field is as follows:

1. Logic finds the number of transcript entries that are marked with High School and finds the sum of credits the student has earned as of the date of report generation.
2. Logic then finds the NCLB Cohort Year and subtracts this by the selected calendar's end year.
3. 3 is then deducted from the value found in Step 2.
4. The number of credits is then divided by the number found in Step 3.

The image below describes how a Course is marked as **High School Credit** (Image 14).

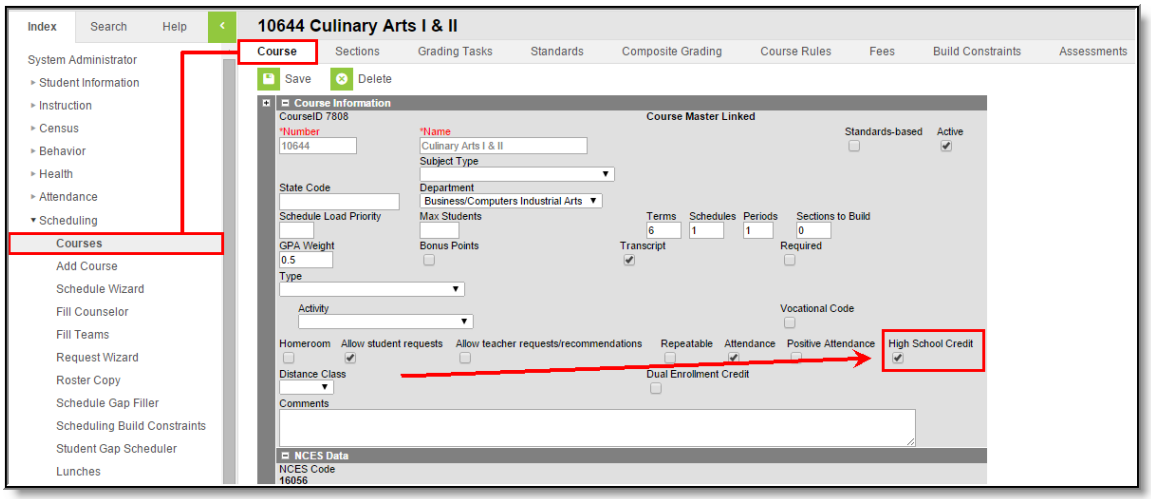

Image 14: Setting a Course to High School Credit

The image below describes where NCLB Cohort Year data is pulled from (Image 15). This year is determined based on the Grade 9 Date.

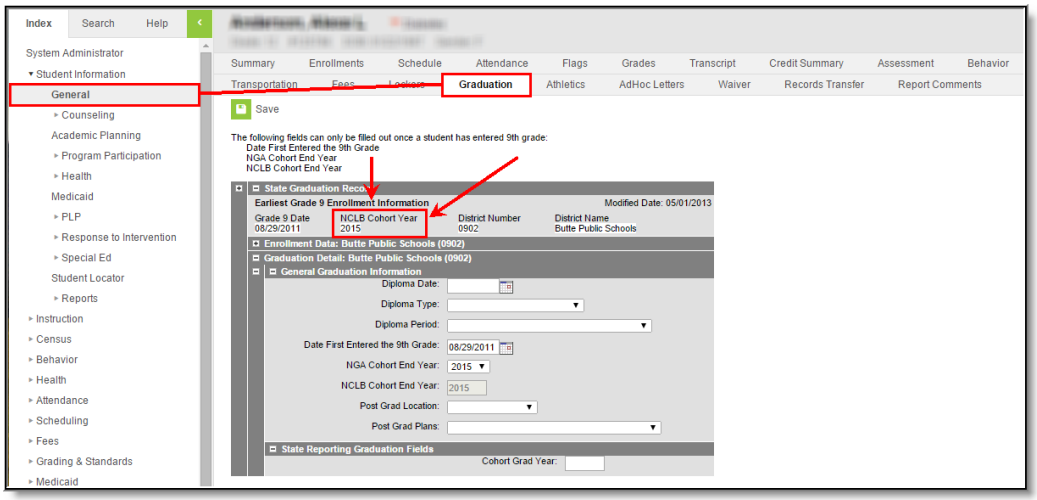

Image 15: NCLB Cohort Year

On Track

PATH: *Student Information > Academic Progress > Grad Progress*

This field indicates if the student is on track to graduate.

The following logic is used to report student On Track data:

- If a student's enrollment record is tied to a State Grade Level of 09 and Semester 01 is selected in

the extract editor, a value of Y is reported.

- Logic looks at the student's active academic plan to find the number of credits required to graduate and divides this number by 4.
- If the value in Credits Per Year is equal to or greater than the quotient or if Credits Per Year is null, a value of Y is reported.
- If the value in Credits Per Year is less than the quotient, a value of N is reported.
- If the student is not assigned an academic plan, a value of Y is reported.

The image below (Image 16) is an example of a student's Grad Progress (which includes many of the values used to calculate this field).

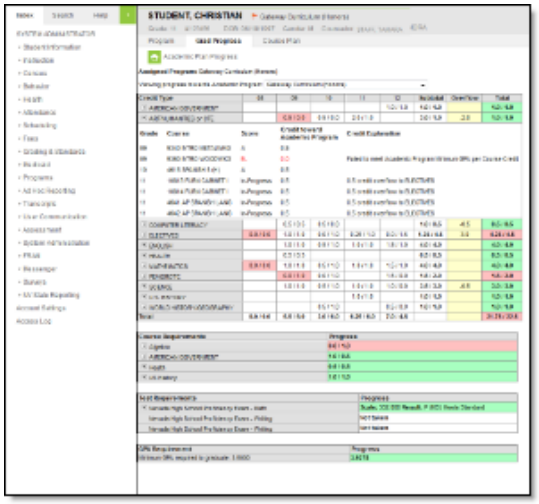

Image 16: Example of a Student's Grad Progress

Courses must be marked as High School Credit and posted to transcript (via the Transcript Post tool) in order to properly count towards a student's graduation progress. The image below (Image 17) is an example of a course being marked High School Credit.

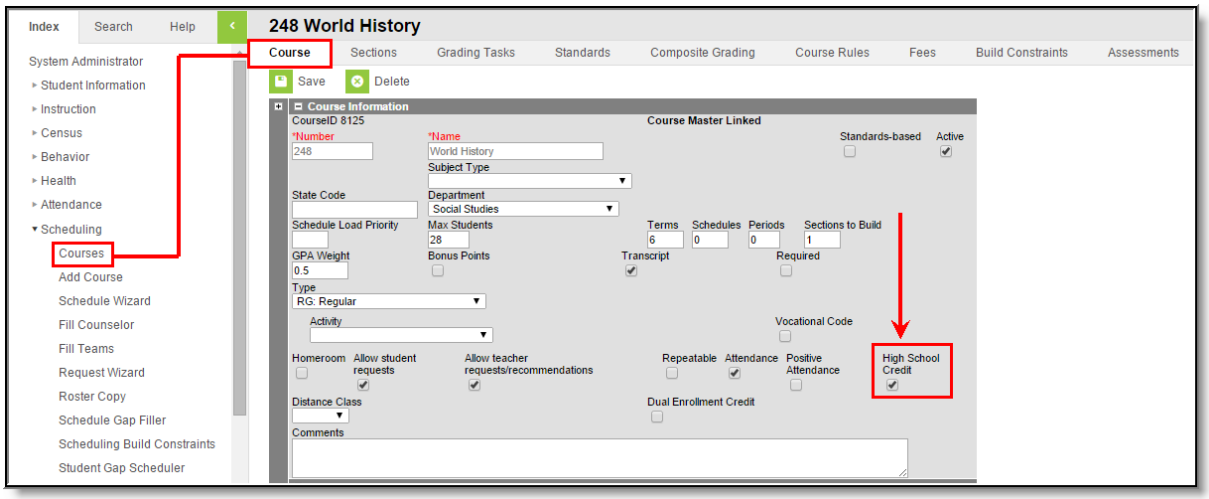

Image: 17: Marking a Course as High School Credit

You can also manually mark a course as High School Credit via the Edit button on a student's transcript (see Image 18).

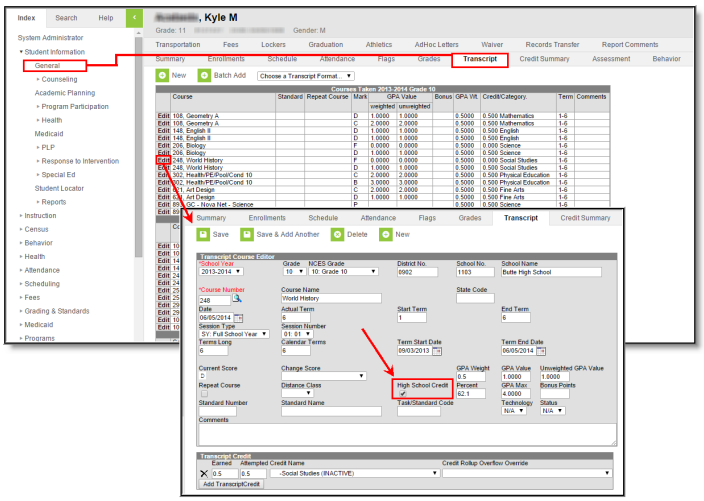

Image 18: Manually Marking a Course as High School Credit

60 Day Absences

PATH: *System Administration > Calendar > Calendar > Grade Levels > Standard Day*

PATH: *System Administration > Calendar > Calendar > Calendar > Student Day*

The number of absences during the last 60 calendar days.

Logic determines this value as follows:

1. Find the total number of minutes the student is marked absent, minus any lunch time, minus any present minutes counted and then divided by
    - The grade level standard day, if present
    - The calendar student day, if present (OR)
    - 360.0
        - IF quotient is greater than 1.00000, report a 1.00000 for that day
2. Round to the nearest hundred thousandth (5th decimal place)
3. Sum the above calculation for each day
4. Sum the calculations for Each Day for the enrollment period (enrollment start date to end date) to find the number of absences during the enrollment time period

The image below describes where a grade level Standard Day value is set (Image 19).

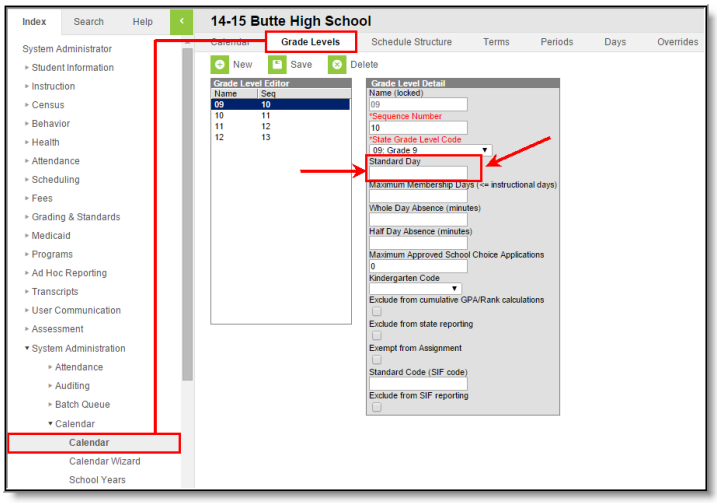

Image 19: Setting a Grade Level Standard Day

The image below describes where a calendar **Student Day** value is set (Image 20).

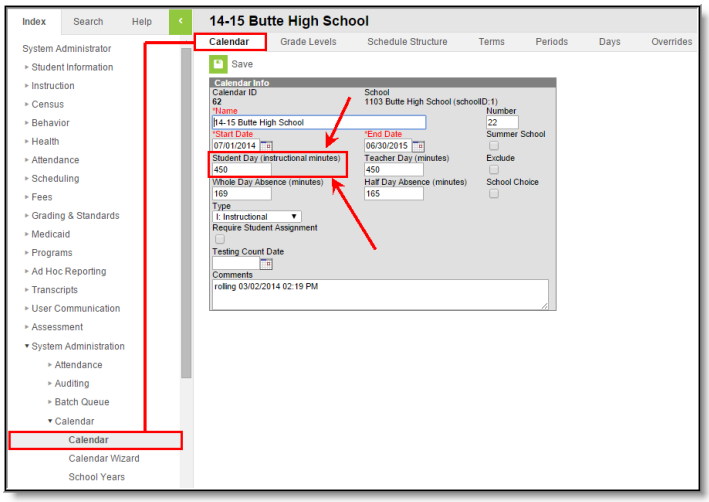

Image 20: Setting the Calendar Student Day Value

90 Day Absences

PATH: *System Administration > Calendar > Calendar > Grade Levels > Standard Day*

PATH: *System Administration > Calendar > Calendar > Calendar > Student Day*

The number of absences during the last 90 calendar days.

Logic determines this value as follows:

1. Find the total number of minutes the student is marked absent, minus any lunch time, minus any present minutes counted and then divided by
    - The grade level standard day, if present
    - The calendar student day, if present (OR)
    - 360.0
        - IF quotient is greater than 1.00000, report a 1.00000 for that day
2. Round to the nearest hundred thousandth (5th decimal place)
3. Sum the above calculation for each day
4. Sum the calculations for Each Day for the enrollment period (enrollment start date to end date) to find the number of absences during the enrollment time period

The image below describes where a grade level **Standard Day** value is set (Image 21).

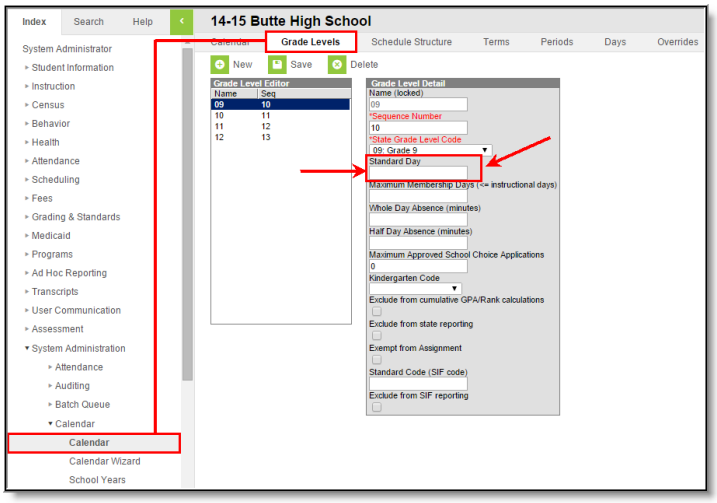

Image 21: Setting a Grade Level Standard Day

The image below describes where a calendar **Student Day** value is set (Image 22).

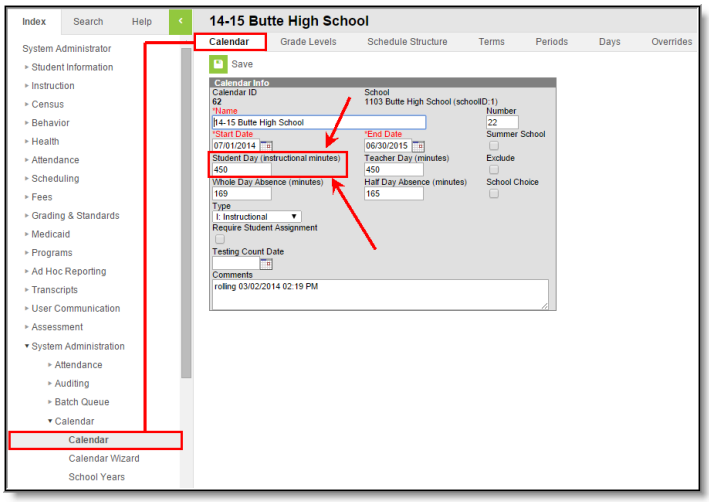

Image 22: Setting the Calendar Student Day Value